# Event Presenters

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| --- | --- | --- | --- | --- | --- |
| **Stage Position** | **Microphone** | **Speaker** | **Name** | **Title** | **Role** |
| Desk Left | A1 | JAD | Jane Doe | Corporate Communication | Moderator |
| Desk Right | A2 | JOD | John Doe | CEO | Guest |

# Event Rundown

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| --- | --- | --- | --- |
| **Control/Video** | **Control/Audio** | **Speaker** | **Content** |
|  |  |  | Part 1 |
|  |  | JAD | Welcome to this new episode of our Digital Townhall series!  Today I’ve with me our CEO, John Doe. Welcome, John! |
|  |  | JOD | Hello Jane! Thanks for the invitation. |
|  |  | JAS | Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.   * Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.   + Foo Bar Quux   + Foo Bar Quux   show SLIDE1 in glass Monitor   * It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularized in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.   1. Foo Bar Quux   2. Foo Bar Quux |

# Event Rundown: Style Cheatsheet

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| --- | --- |
| Styles for “Control: XXX” column (Studio Team) | |
| R121: Enforce | Enforcement action (e.g. SC-PRE-1, VV-PTZ-A2, …). Action is applied immediately and cannot be reversed. |
| R122: Toggle | Toggling action (e.g. +OV-A1, -OV-A2, …) Action is applied immediately and can be reversed. |
| R123: Select | Selection action (e.g. CAM1-CC, MEDIA-1, …) Action just selected an input into PREVIEW. |
| R124: Apply | Application action (e.g. CUT, DRIVE, STREAM1, …) Action applies current input in PREVIEW. |
| R125: Automate | Automation action (e.g. DO:XXX) Action applies automatically on scroll position. |
| Styles for „Speaker“ column (Event Team) | |
| R211: Speaker | Three-letter abbreviation of the speaker name. It is shown on the teleprompter in a floating style before the content. |
| Styles for „Content“ column (Event Team) | |
| R311: Part | Header of a logical part of the content. |
| R312: Chat | Content intended for the companion online chat only. It is *not* shown on the teleprompter. |
| R313: Control | Hint intended for the event control only. It is *not* shown on the teleprompter. |
| R314: Hint | Hint intended to be recognized and followed. It is *not* vocally spoken by the presenters. |
| R315: Description | Indicates meta-information intended for the presenters during event *preparation* only. It describes (usually beforehand and in prose) the (usually keyword-based) content, but it is *not* shown on the teleprompter. |
| 1. R316: OList1 | Ordered content at list level/depth 1. |
| * 1. R317: OList2 | Ordered content at list level/depth 2. |
| * R318: UList1 | Unordered content at list level/depth 1. |
| * + R319: UList2 | Unordered content at list level/depth 2. |
| R321: Emphasis | Word the presenter should vocally emphasize when speaking. Optional hint for guiding the *emphasised* speaking. |
| R322: KeyWord | Word to allow the presenter to just glance over the content and immediately see the standout key content aspects. Optional hint for guiding the *free* speaking (despite full-text content). |
| R323: KeyMessage | Phrase the presenter should vocally and gestically standout. Optional hint for guiding the *gestical* speaking. Optional hint for recording to subsequently replay it (Live Cut). |